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SOUTH AFRICAN QUALIFICATIONS AUTHORITY

REGISTERED UNIT STANDARD:

Discuss the selected legislative regulatory framework governing the public sector management and administration environment

SAQA US ID	UNIT STANDARD TITLE		
119334	Discuss the selected legislative regulatory framework governing the public sector management and administration environment		
SGB NAME		**REGISTERING PROVIDER**	
SGB Public Administration and Management			
FIELD		**SUBFIELD**	
Field 03 - Business, Commerce and Management Studies		Public Administration	
ABET BAND	**UNIT STANDARD TYPE**	**NQF LEVEL**	**CREDITS**
Undefined	Regular	Level 5	12
REGISTRATION STATUS	**REGISTRATION START DATE**	**REGISTRATION END DATE**	**SAQA DECISION NUMBER**
Registered	2005-06-15	2008-06-15	SAQA 0260/05

PURPOSE OF THE UNIT STANDARD

Learners working towards this standard will be working within a Public Sector environment, specialising in Public Finance Management and Administration, where the acquisition of competence against this standard will add value to one`s job. This standard will also add value to public officials who are seeking to develop a career pathway towards becoming an accomplished public finance management and administration specialist.

The qualifying learner is capable of:

- Demonstrating an understanding of and interpret the South African constitution in relation to public sector financial management.
- Identifying and applying the regulations governing Division of Revenue.
- Demonstrating knowledge of and apply the South African legal system within the public sector financial management and administration context.
- Applying legislative regulations and legal principles to contracts.
- Managing the implementation of the Municipal Finance Management Act in a municipality.

LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

Learners accessing this Unit Standard must be in possession of a Further Education and Training Certificate or equivalent qualification.

UNIT STANDARD RANGE

N/A

UNIT STANDARD OUTCOME HEADER

N/A

Specific Outcomes and Assessment Criteria:

SPECIFIC OUTCOME 1

Demonstrate an understanding of and interpret the South African constitution in relation to public sector financial management.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The critical elements of the constitution that inform government relations that apply to public sector financial management are identified and explained.

ASSESSMENT CRITERION 2

Regulatory mechanisms relating to the public sector financial management are identified and explained.

ASSESSMENT CRITERION 3

The regulations underlying inter-governmental relations and corporate governance are understood and explained.

ASSESSMENT CRITERION 4

The principles governing inter-governmental fiscal relations are identified and explained.

ASSESSMENT CRITERION 5

The principles underlying corporate governance are identified and explained in the context of public sector financial management.

SPECIFIC OUTCOME 2

Identify and apply the regulations governing Division of Revenue.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The regulations governing Division of Revenue among different spheres of government are applied and simulated for a real financial situation.

ASSESSMENT CRITERION 2

The legislative instruments used to manage finance in the local government sphere to resolve different financial problems are explained.

ASSESSMENT CRITERION 3

Guidelines to resolve financial related disputes among different spheres of government are applied.

SPECIFIC OUTCOME 3

Demonstrate knowledge of and apply the South African legal system within the public sector financial management and administration context.

OUTCOME RANGE

Public sector legislation includes but is not limited to the Municipal Systems Act, Property Rates Act, Public Finance Management Act, Municipal Finance Management Act.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

The fundamental aspects of the organisation and operation of South Africa`s legal system are identified and explained.

ASSESSMENT CRITERION 2

The South African legal system is described with reference to particular structures and procedures.

ASSESSMENT CRITERION 3

The implications of compliance and non-compliance are understood and an explanation of the advantages and disadvantages or each are given with examples.

ASSESSMENT CRITERION 4

The SA legal system is explained in the context of public sector legislation.

SPECIFIC OUTCOME 4

Apply legislative regulations and legal principles to contracts.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

Essential elements required for a the establishment of a valid contract are identified and explained.

ASSESSMENT CRITERION 2

Legal documentation used to support contracts is correct, current, appropriate and complies with all legal and statutory requirements.

ASSESSMENT CRITERION 3

Terms and conditions for different levels of performance to discharge contract obligations are identified and explained.

ASSESSMENT CRITERION 4

Forms of contract breaches and related remedies are identified and discussed.

ASSESSMENT CRITERION 5

General employment contracts are understood with reference to South Africa`s law of employment.

ASSESSMENT CRITERION 6

Experts are contracted to develop documents and contracts that fall outside own level of authority or expertise.

ASSESSMENT CRITERION 7

Current principles governing delictual liability are described in a meaningful manner in contrast with contracts.

SPECIFIC OUTCOME 5

Manage the implementation of the Municipal Finance Management Act in a municipality.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

An understanding of the purpose and objectives of the act with in the context of the broader social, economic and political and legal milieu of local government is demonstrated.

ASSESSMENT CRITERION 2

The functions and responsibilities of all role players in the implementation of the act and municipal financial governance and management are identified explained.

ASSESSMENT CRITERION 3

The financial management processes to ensure sound and sustainable management of a municipality`s developmental objectives are explained and performed.

ASSESSMENT CRITERION RANGE

Financial management processes for the achievement of a municipality`s developmental objectives include but are not limited to strategic management principles, different budgeting principles, recommendations for achieving sustainability in relation to municipal revenue, expenditure, asset and liability management, supply chain management, financial statements.

ASSESSMENT CRITERION 4

Best practice project management principles for effectively implementing the act are applied.

UNIT STANDARD ACCREDITATION AND MODERATION OPTIONS

- Any individual wishing to be assessed (including through RPL) against this unit standard may apply to an assessment agency, assessor or provider institution accredited by the relevant ETQA, or an ETQA that has a Memorandum of Understanding with the relevant ETQA.

- Anyone assessing a learner against this unit standard must be registered as an assessor with the relevant ETQA, or an ETQA that has a Memorandum of Understanding with the relevant ETQA.

- Any institution offering learning that will enable achievement of this unit standard or assessing this unit standard must be accredited as a provider with the relevant ETQA, or an ETQA that has a Memorandum of Understanding with the relevant ETQA.

- Moderation of assessment will be conducted by the relevant ETQA at its discretion.

UNIT STANDARD ESSENTIAL EMBEDDED KNOWLEDGE

The learner must demonstrate an understanding of:

- Municipal Finance Management Act.

- Public Finance Management Act.
- Division of Revenue.
- A comprehensive understanding of legislation, rules and statutory requirements applicable to the public sector.
- A comprehensive understanding of all legal documents and records.
- A comprehensive understanding of different types of contracts that apply to public financial management and administration.
- Terms and conditions of general employment contracts.
- A good understanding of the SA legal system.
- A good understanding of the SA constitution.

UNIT STANDARD DEVELOPMENTAL OUTCOME

N/A

UNIT STANDARD LINKAGES

N/A

Critical Cross-field Outcomes (CCFO):

UNIT STANDARD CCFO IDENTIFYING

Identify and solve problems using critical and creative thinking processes to interpret the South African Constitution, legal system and legislative regulations impacting on the publics sector financial management context.

UNIT STANDARD CCFO WORKING

Work effectively with others as a member of a team, group, organization or community to ensure effective compliance to the SA regulatory and legal framework.

UNIT STANDARD CCFO ORGANISING

Organise and manage oneself and one`s activities responsibly and effectively in order to ensure that learner keeps abreast of any changes to the regulatory and legal framework.

UNIT STANDARD CCFO COLLECTING

Collect, analyse, organize and critically evaluate information in order to compile contracts that comply with the SA regulatory framework, public sector procedures and the SA legal system.

UNIT STANDARD CCFO COMMUNICATING

Communicate effectively using visual, mathematical and/or language in the modes of oral and/or written persuasion to source legislative, regulatory and legal information.

UNIT STANDARD CCFO SCIENCE

Use science and technology effectively and critically, showing responsibility to the environment and health of others in ensuring compliance to the legalities governing the public financial management administration environment.

UNIT STANDARD CCFO DEMONSTRATING

Demonstrate an understanding of the world as a set of interrelated systems by recognising that legislative, regulatory and legal problem-solving contexts within the public sector do not exist in isolation.

UNIT STANDARD CCFO CONTRIBUTING

Participating as responsible citizens in the life of local, national and global communities by analysing all legalities pertaining to public financial management and administration.

UNIT STANDARD ASSESSOR CRITERIA

N/A

UNIT STANDARD NOTES

N/A

QUALIFICATIONS UTILISING THIS UNIT STANDARD:

	ID	QUALIFICATION TITLE	LEVEL	STATUS	END DATE
Core	50372	Further Education and Training Certificate: Municipal Finance and Administration	Level 4	Registered	2009-06-29
Core	57824	Further Education and Training Certificate: Public Administration	Level 4	Registered	2009-11-16
Core	49554	National Diploma: Public Finance Management and Administration	Level 5	Registered	2008-06-15

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